*Manish Gupta.*

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| Email | manish.g1980@gmail.com |
| Phone | +91 – 9212143599 |

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| Elective Courses | Sales and Business Development, Industrial Marketing, Planning and Managing Retail Business, Staffing Solutions & Training, Financial Management. |
| Skills | Business Development, Investment Analysis & Customer Relationship Management, Analysis of Business Trends and Implementation of corrective actions. |
| Software Skills | MS Word, Power Point, Excel |
| Experience | 8 Years |

**Career Summary**

To be a member of a value driven corporation and help to achieve maximum profit to the organization with the best of my skills and knowledge and with the work entrusted

**Employment Record**

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| **Kotak Mahindra Bank**, Palam, New Delhi  Aug 1, 2011 – Mar 21, 2016  ***Deputy Manager – Branch Banking*** | * Portfolio Management of assigned customer. * Customer Service and Query Handling. * Penetrate CASA relationships to maintain branch values. * Ensure customer’s need fulfillment by Car Loan, Home Loan, and Gold Loan. * Pitch suitable product to customer to enhance Bank revenue and diversity of customer’s funds. |
| **India Infoline,** New Delhi  Jan 01,2009 – July 31, 2011  ***Client Relationship Manager*** | * Business development by achieving monthly targets to enhance sales. * Customer Service: Query Handling. * Demat Account sourcing. * Ensure Maximum Stock Holdings from clients to generate maximum revenue. |
| **ICICI Prudential Life Insurance**  **On rolls of Net Ambit (Corp Agent)**  Apr 01, 2008 – Dec 31, 2008.  ***Relationship Officer*** | * Business development by achieving monthly targets to enhance revenue. * Cold calling for new business acquiring. * Customer Service: Query Handling. |

**Education**

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| **B.Com**  *2001* | **Delhi University, New Delhi** |
| **Sr. Secondary**  *1998* | **C.B.S.E, New Delhi** |
| **Higher Secondary**  *1996* | **C.B.S.E, New Delhi** |

**Additional Qualification**

* IRDA certified – Life Insurance.
* NISM certified – MF Distribution.
* NSDL Certified – Depository Operations.

**Other Essentials**

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| Father’s Name | Mr. Santosh Gupta |
| Permanent Address | C 48 , Tagore Garden, New Delhi – 110027 |
| Linguistic Proficiency | English, Hindi , Punjabi |
| Nationality | Indian |
| Sex | Male |
| Birth Year | 1980 |
| Marital Status | Married |

**Certification:**

I, the undersigned, certify that to the best of my knowledge and belief, these data correctly describe me, my qualifications and my experience.

Date:

Place: Delhi Manish Gupta